**Crawley Parish Council**

**Minutes of meeting held at 7.30pm on 23rd November 2022 at The Lamb**

Present: Cllrs Graham Howkins, Mark McCappin (acting Chair), Tony Connell, Heather Northam; Sheena Derry (Secretary); Sue Bremner-Milne (Treasurer), Lewis Ross, (parishioner).

1. Apologies: Cllrs Colin Dingwall (PC, WODC), Liam Walker (OCC), Gill Hill (WODC).

2. The Minutes of the meeting held on 28th September 2022 were approved.

3. Declarations of interest: None.

4. Matters Arising:

* Crawley village is on the list of villages to have a 20mph speed limit, but it is likely to be at least 2024 before it is done.
* SBM has accepted the quote to have the yew trees in the graveyard cut back but has not heard from the contractor. She will follow up.
* Thames Water now say that the repair to the foul sewer will not be done this year – it will be into 2023. GH noted that he had reported the blocked drains around the war memorial on Fix My Street and had been told they would be repaired at the same time as the sewer repairs. MM thinks this is unlikely because OCC is responsible for surface water drainage, and Thames Water for the foul sewer.

5. There was no District Councillor’s Report.

6. There was no County Councillor’s Report.

7. Treasurer’s Report: Sue Bremner-Milne.

* The 2nd quarter report was circulated before the meeting. On 30th September, there was £3,313.29 in the Current Account, £541.90 in the Deposit Account, and £361.22 in the Defibrillator Maintenance Account. The largest items of expenditure were £900 for restoration of the war memorial and £259 for insurance.
* The first VAT claim has been paid. This amounted to £369.01 as we could claim for the last three years. It is anticipated that we should be able to claim about £100 per year, which will be claimed on an annual basis.
* SBM presented a draft budget for the next financial year. SD noted that we will need to pay for first aid and firework training before Bonfire Night next year, so this will be added to the budget.
* On the basis of this budget, SBM suggested no increase in the Precept this year (£2,400). Proposed by GH, seconded by HN, with unanimous agreement.

8. Elections 2023 and the Coronation. As previously reported, we have elections next year on 4th May. The Coronation is now scheduled for 6th May and there will be an extra Bank Holiday on 8th May. This could delay getting some election results finalised and reported. It was noted that officers remain in post until four days after elections (so over the Bank Holiday weekend), even if they are standing down.

9. Bonfire – should we burn a Guy? A former resident, who is still involved with Bonfire Night, has expressed concern about the message sent by burning a Guy on the fire. Traditionally Hailey School used to make the Guy for the Crawley bonfire while learning the history of Guy Fawkes Night, but the school is no longer involved. The Councillors agree that we should keep the tradition and teach the history behind it. The Guy should be generic and in no way represent a recognisable individual.

10. Future Dates

25th January 2023 – PC Meeting

22nd March 2023 – PC Meeting

4th May 2023 – Elections

6th May 2023 – Coronation (Bank Holiday 8th May)

17th May 2023 – Annual PC Meeting and AGM

26th July 2023 – PC Meeting

27th September 2023 – PC Meeting

22nd November 2023 – PC Meeting

Our parish ordinary elections are scheduled for 4th May 2024, meaning that the annual meeting of the council must be held between 8th and 23rd May. For this reason, the meeting will be held on the third Wednesday of May (17th), rather than the usual fourth Wednesday of the month.

10. AOB.

* A draft Emergency Plan has been drawn up by SBM and SD and was circulated to the Councillors before the meeting. It was noted that Fire is not listed as a likely major emergency in the Thames Valley area, although we have had at least two incidents in the village in recent years. SD will add TC as an emergency team contact, MM as contact for the defibrillator, and any qualified First Aiders (currently GH). A map showing the extent of the parish will also be added. The Plan will be published on the website, along with several leaflets with emergency advice, and SD will encourage eligible parishioners to register with their utilities companies if they qualify as “vulnerable”.
* MM and SD attended WODC’s Waterways Day at the council offices on Friday 18 November. There was a series of speakers from service providers, local stakeholders and action groups, and experts to give local residents an opportunity to hear about pollution and flooding issues that affect our local watercourses. The morning session focussed on sewage pollution and its impact on major rivers within the District. The afternoon session focussed on flooding and on actions by some local organisations to restore damaged ecology around some of our local watercourses. Suggested actions for Crawley PC were to:
	+ establish a working relationship with Witney Flood Mitigation Group to lobby for the construction of the West End Link Road,
	+ invite a representative from WFMG to come and speak to Crawley PC in January – and possibly as a guest speaker at the next Crawley PC AGM, and
	+ investigate opportunities to carry out water quality sampling in the Windrush through Crawley.

MM will follow up.

* The new sign requesting people not to park close to the junction at the bottom of Farm Lane appears generally to be working well, with only a few infringements noted.